

FEPS



# EMPLOYEE BULLETIN

EB No. 735

19 July 1979

## CAR POOL LOCATOR BOARDS

1. Recent events have clearly demonstrated the need to conserve energy. An excellent way is to form or join a car pool.
2. For the convenience of employees, the Agency maintains car pool locator boards at the following locations:
  - a. Headquarters Building, J Corridor (near the Credit Union, 1J33).
  - b. Ames Building, corridor off Main Lobby.
  - c.
  - d.
3. Cards are provided at each location. Green cards are used to advertise vacancies in established car pools and pink cards are used to show interest in forming or joining car pools.

STAT

DISTRIBUTION: ALL EMPLOYEES (1-6)

P+PS

2 JUL 1979

Office of Federal Programs  
Department of Energy  
20 Massachusetts Avenue  
Washington, D. C. 20585

Gentlemen:

In response to your memorandum for Energy Management Coordinators, dated June 8, 1979, and the letter to the Director, Central Intelligence Agency, from Deputy Secretary John F. O'Leary, dated 20 June 1979, submitted herewith is this Agency's Annual Report on Energy Management. This report reflects the energy usage in areas for which we have management responsibility.

If you require further information concerning this report, please contact [redacted]

Sincerely,

/s/ James H. McDonald

James H. McDonald  
Director of Logistics

Enclosure

cc: ER  
EO/DDA

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(29 June 79)

Annual Report on Energy Management  
(Small Energy Users)

1. Introduction

The Central Intelligence Agency (CIA) was established by the National Security Act of 1947 and 1949, as amended. Its purpose is to coordinate the intelligence activities of several Government departments and agencies in the interest of national security. The Director of Logistics has the responsibility for energy conservation. The Agency's conservation goals are to achieve compliance with Executive directives and guidelines to the maximum extent possible without jeopardizing its vital intelligence mission.

2. General Transportation

Automotive Fuel in BTU's (Administrative Vehicles)

FY 78: Gasoline -  $2.26 \times 10^{10}$   
Diesel -  $1.54 \times 10^9$

First Half FY 79: Gasoline -  $1.11 \times 10^{10}$   
Diesel -  $7.98 \times 10^8$

Base Period: Gasoline -  $1.94 \times 10^{10}$

Fuel Cost FY 78: \$117,871

3. The General Services Administration (GSA) is responsible for energy resource management in Agency-occupied buildings. It has our full cooperation in this program.

4. Other Operations and Related Programs

Although GSA is charged with energy management in Agency-occupied buildings, the Agency actively supports the GSA efforts to conserve energy. Some recent examples of projects in which we are engaged are as follows:

- a. The design of an Agency-funded project to install a small boiler in the power plant has been started under a GSA contract. It is intended that the small boiler would be used during those periods when the steam required falls below the range of efficiency of one of the large boilers. The small boiler could operate with a large boiler or by itself to more efficiently meet the steam requirements.

- b. A GSA contract to upgrade outside air dampers and controls, designed with CIA funds, has been let with the work scheduled to start this summer.
- c. A study has been started to examine the efficiency of installing small packaged boilers near the kitchen area and in the Printing and Photography Building which, when combined with small electric water heaters for special processors, would supply critical needs for hot water. Operating this equipment only during the hot months of the year when ambient water temperatures are highest, an energy savings may be realized as the power plant and the transmission lines could then be secured.
- d. Employee notices have been issued emphasizing the importance of each new Executive directive to curtail energy. The use of car pools is stressed, and active consideration is being given to support van pools.
- e. A variety of pamphlets and posters which stress energy conservation in the work environment, as well as in the home, have been obtained from the Department of Energy (DOE).
- f. The pamphlets are placed in our credit union offices so the employees may avail themselves of this literature. The pamphlets have been well received, and we have asked DOE for more of the same.

5. Recommendations

- a. It is becoming increasingly difficult to achieve the conservation measures, particularly in areas of automotive fuel usage, without it adversely affecting our mission. An agency in a suburban location such as ours is even more seriously effected since the alternatives of using official vehicles and private automobiles for transportation are severely limited or nonexistent.
- b. Our approach has been to promote energy conservation to the degree possible without seriously impairing our ability to carry out the Agency's mission. I am sure DOE will agree that energy conservation measures must be viewed in the context of the dynamics of an organization. We suggest that future reporting criteria make allowances for this and other essential factors which can influence energy usage.

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